

At 6:05 pm the Board's meeting was called to order in the basement meeting room at the Fremont Town Hall. Present were Selectmen Donald Gates Jr, Greta St Germain and Brett Hunter; and Town Administrator Heidi Carlson.

Members began to review the mail folder and the March Newsletter while reviewing the agenda.

At 6:15 pm Gates moved to enter non-public session per NH RSA 91-A:3 II (c) to discuss a property tax matter. Hunter seconded and the roll call vote was unanimously approved 3-0.

At 6:30 pm Neal Janvrin came into the meeting. He asked the Board to reappoint seven part-time officers as Police Officers. This included Lieutenant G Reese Bassett, Patrolmen Robert F Allore, Joseph A Gordon, Jason L Grant, Adam A Raymond, Scott D Cole; and Patrol and Animal Control Officer Renee M King. As had been previously discussed, this will be done once the new Board is seated after the March elections.

Janvrin said that testing process for hiring the two open positions has cost \$2,368.88 thus far. He said that they were through the balance of the process and he came to ask the Board to authorize his conditional offers of employment with a proposed three-year contract to two of the candidates. One position is for a full-time temporary position; the other a part-time position.

Janvrin discussed a two and a four-year contract, and it was decided to use a three-year term for the employment contract. The temporary full-time contract needs to state that it is three years or when Sgt Larochelle returns, if there is no funding or need for the fourth full-time position.

The Police Chief presented two proposed candidates for the full-time temporary and part-time positions and discussed them with the Board. The Board authorized him to make the conditional offers pursuant to his letter dated 18 February 2010.

Chief Janvrin thanked the Board and left the meeting at 6:50 pm.

NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$19,426.04 and accounts payable manifest \$18,977.60 for current week dated 02/19/2010. Motion was made by Hunter and seconded by St Germain to approve the payroll manifest of \$19,426.04. The vote was unanimously approved 3-0. Gates then moved to approve the accounts payable manifest of \$18,977.60. St Germain seconded and the vote was unanimously approved 3-0.

2. Selectmen reviewed the folder of incoming correspondence.

3. Selectmen signed outgoing correspondence to Keith Stanton; and a letter to Departments and employees with a copy of the new Purchasing Policy.

4. Selectmen discussed some other 91-A property tax hardship issues in terms of when people need to meet with the Board to discuss their payment status.

5. Selectmen reviewed a memo drafted by Carlson regarding the Revenue Accounts and a monthly reporting process as they had discussed with Jeanne Nygren on February 4th. The Board felt this should go out over Board signature and it will be updated and signed for distribution this evening. Carlson advised that the Treasurer had been given the account codes earlier today to begin reviewing. Carlson

also advised that a flow chart of how current year taxes convert to property tax redemptions had been prepared to assist in understanding the timeline, and how those accounts would be credited.

6. Selectmen reviewed the March Newsletter and made some updates. Carlson advised that the Food Pantry Easter Basket article would be added on Friday. With these items included, the Board approved the March issue.

7. The Community Running Association and NE Chapter of the American Liver Foundation are requesting approval for a 24 hour relay running race that will come through Fremont June 12-13, 2010. Selectmen stated this needed to be forwarded to the Police and Fire Chiefs for review.

8. St Germain signed the Purchasing Policy and it will be distributed with the Board's memo.

9. Carlson advised the Board that the Town Clerk will not be swearing in any town or school officials until after the close of the recount period at 5:00 pm on Friday March 12 due to the number of contested races. She does plan to be available from 5:00 to 5:30 pm on Friday March 12 to swear in any new elected official. For the Selectmen, this means that Selectman Gates will still be in office for the Board's meeting of Thursday March 11, 2010.

At 7:30 pm Jonny Burgess, an AFLAC Representative, came in to the meeting. He had scheduled time to review with the Board the Aflac plans. He said that Aflac is different than health insurance and explained what it covers. He said it pays the policyholder, for time out of work if injured. With these funds, people can pay their rent, or other living expenses while out of work. He said it is not disability insurance.

He said this coverage, depending on the type of plan, could be obtained for about a \$5 per week per policy. He said Aflac is rated the #1 insurance company in the world. He explained why he was an AFLAC supporter due to an accident in 1999.

He said that Aflac has been around since 1955 and now they are going town to town for enrollments. He said their only job is to pay the policy owner if they get hurt or sick. He said that they finished in Danville yesterday, and he is working with the Town of Sandown and the Sanborn Regional School District.

He wanted to explain three basic components. He said that participation is 100% voluntary and that it does not cost the Town any money for their employees to participate. He said the most popular plan is the Personal Accident Indemnity Plan. He said it does not matter if the injury is on the job or not on the job. The plan will cover you for time out of work from an injury. He said they do not coordinate with workers compensation benefits, and it would be on top of any such benefits an employee may be eligible for. He said this plan covers people aged 18-65.

He said the plans are guaranteed renewable. If a person enrolls while employed with the Town and then leaves, they can continue it on his own with no obligation to the Town. He said they bill a month in arrears, and if anyone is no longer qualified or did not work to pay the premium amount due, they can simply be crossed off the invoice with no obligation.

He said right now if the Town enrolls, the premium is as low as \$5.05 per week. A spouse can be added to it for \$1 plus. He said none of the money is taxable income.

He then explained briefly a Cancer Indemnity Insurance Plan, which covers people to age 70. This is aged-banded and costs approximately \$3 to \$11 per week. He said the cost never goes up and they can't cancel you. Kids are free and you can add a spouse.

In response to questions, he said that it has to be done through payroll deductions with one monthly invoice to the Town. Carlson asked several questions about how to handle the Town's employees who get paid monthly, quarterly or annually. He said they could still enroll, but was not clear about how the invoicing would be handled. Carlson indicated she wanted to know if Aflac would take separate checks from those who had not worked to have the payroll deduction taken, and he said he would need to check on that.

Carlson also asked for a rate sheet, but he did not have one available this evening and indicated he needed enrollment information to obtain that. Carlson stated that she does not have authority to give out employee's names or personal information.

Burgess then stated that Aflac will set up pre-tax reporting and for free, set up an approved IRS cafeteria 125 plan and do all of the IRS reporting. Carlson asked for information about this to be provided, as well as all of the IRS regulations related to it.

Carlson explained the legal obligation of the Town for budgeting and indicated that the Town cannot be obligated for any personal share not withheld via payroll deduction.

He said in other towns, he had done a payroll stuffer to notify employees of meeting times, and had met with them to explain the program and benefits.

The Board wanted time to review this information and get more details about the Town's obligations. Burgess was asked to provide several more pieces of information.

Jonny Burgess left the meeting at 8:10 pm. He will contact the Town again after the beginning of March to set up another meeting.

At 8:10 pm, Trustees of Trust Funds Kate Dumas and Pat Martel met with the Board to review their Investment Policy, which has been drafted. Dumas explained that they had used templates from the Sample Financial Policy Manual, and modeled it to fit Fremont's needs. They shared a copy of the document with the Board, and copies will be made for all to do a more thorough review.

They suggested it be sent for legal review once completed, which Carlson will do.

There was some discussion about final adoption of the Policy. The document will be set up to have an adoption date at the end, with placement for subsequent review and re-adoption dates similar to other Town Policies.

The Board thanked the Trustees for their time and service on the Policy, and they left the meeting at approximately 8:30 pm.

OLD BUSINESS

1. Selectmen had not reviewed the minutes for 11 February 2010, and further action was tabled to next week.

2. In follow-up to the discussion last week, Carlson advised that she had been in touch with Deputy Fire Chief David Barker, who does much of the Departments radio coordination work, about the radio grant final paperwork. It was explained that there is 2004/05 Homeland Security grant money available for base radio installation, and that Carlson had prepared the application form and it had been signed by Aaron Epstein, the Town's Emergency Management Director. It was felt this would be a good addition to

the EOC at the Safety Complex. Chairman Gates signed the grant application as the Town's Authorizing Official.

3. As per the documents executed last week, three grants were submitted by the Energy Committee for ARRA funding on Energy Block Grants to the NH Office of Energy and Planning on Tuesday. The grants included solar hot water heating at the Safety Complex; building audits at the Complex and Ellis School; and additional solar panel installation at the Safety Complex.

4. Selectmen had not had additional time to review the most recent draft of the Fraud & Ethics Policy, and it will be redistributed with updates. The Board liked the language included in the Trustees Policy about Conflict of Interest and Ethics, and may pare down some of what was in the Fraud draft to a simpler format.

5. Carlson advised that a volunteer application had come in for the Highway Study Committee from Mark Pitkin. The Board talked further about the tasking for the Committee, and having five members was discussed. St Germain will be the Board's representative.

The Board discussed asking Leon Holmes Jr to be part of the Committee, feeling his input and knowledge of the day-to-day tasks of the Department is crucial to the study committee work.

Selectmen also discussed how to go about changing the status of Road Agent from elected to appointed. Carlson reported a conversation with Guerwood Holmes today in which they discussed moving to at least a three year elected term, so that someone could plan, if they needed to purchase equipment, or make capital investments.

The Board will consider one of the task items for the Committee to look at the pros and cons of an appointed versus an elected Road Agent.

Carlson will begin compiling the tasks, which have been discussed to date, for a draft listing to be reviewed and worked on further next week.

6. Some additional review of January invoices was done, and some General Ledger (GL) reports were discussed. Selectmen asked Carlson to see if the Town's accounting software company would come out to work on the GL clean-up issues, and to get an estimate for their time.

7. Carlson briefly discussed the availability of grant funding through the Primex Worker's Compensation Safety Improvement Program. A flyer had been received today on safety shirts that meet ANSI standards, which will be further investigated, as well as some non-skid Yak Trax type pull-ons for foot wear.

NEXT WEEK

The next regular Board meeting will be held on Thursday February 25, 2010 at 6:00 pm. Selectmen left the meeting room at approximately 9:35 pm to go upstairs for letters to be corrected for signature. Once that was complete, a motion was made by Hunter and seconded by St Germain to adjourn the meeting at 9:50 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson, Town Administrator